

**DODGE COUNTY
HEALTH FACILITIES COMMITTEE MEETING
198 COUNTY DF
JUNEAU, WI 53039
JANUARY 7, 2015**

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:15 a.m. with the following members present:

2. **ROLL CALL:**

Larry Bischoff
Jeff Duchac
John Fabisch
Tom Schaefer

ABSENT: Lisa Derr

ALSO PRESENT: James Mielke, Dodge County Administrator; Russell Kottke, Dodge County Chairman; Jane E. Hooper, Clearview Administrator; Ann Schulz, Director of Nursing; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; Heather Ninmann, IID Household Specialist; Lindsay Kirchoff, Assisted Living Supervisor; Anthony Marchese, Director of Finance; and Julie Huebner, Accountant/Interim Director of Finance.

3. **APPROVAL OF MINUTES OF DECEMBER 3, 2014 MEETING:** Motion made by Fabisch to approve the December 3, 2014 Minutes; seconded by Duchac. Motion carried.
4. **APPROVAL DEVIATING FROM THE AGENDA:** Motion made by Schaefer to deviate from the Agenda if required; seconded by Fabisch. Motion carried.
5. **PUBLIC COMMENT:** None to report.
6. **COMMITTEE MEMBER REPORTS:** None to report.
7. **INVOLUNTARY DISCHARGES:** One discharge to report.
8. **CENSUS REPORTS:**

CBIC:	24 of 30
Clearview North:	132 of 140
Clearview Behavioral Health 1/2:	20 of 20
ICF-IID (formerly FDD):	43 of 46
Trailview	3 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	15 of 20

9. **ADMINISTRATOR'S REPORT:**

- **County Board Resolution / Authorization Related to Budget Adjustment:** A discussion was held regarding the County Board Resolution / authorization related to the budget adjustment.
- **Clearview Response to Management Letter:** The Management Letter with response was distributed to the Committee members for their review. There were no questions. The letter has been sent to Dodge County Administrator Jim Mielke and Julie Kolp, Dodge County Director of Finance.
- **Survey: Citations Received:** The results of the complaint survey were discussed with the Plan of Correction by Ann Schulz, Director of Nursing, and Lori Kurutz, Director of Support Services.
- **Update: Appeal / Clearview Behavioral Health:** The status of the appeal continues, and is still pending.
- **Update: Director of Dietary / Director of Finance Positions:** Heather Hearley will begin employment at Clearview on January 12, 2015. She comes to us from Beaver Dam Community Hospital. A recruiting process is actively going on for the Director of Finance position.
- **Interim Finance Director:** The Committee was introduced to Julie Huebner who will act as Interim Finance Director until a permanent director is assigned. Anthony Marchese's last day with Dodge County-Clearview is January 7, 2015.
- **Update: Kronos:** An update was given on Kronos. A meeting was held this week with Information Technology and Human Resources, and a separate meeting with the Dodge County Finance Department to resolve unanswered concerns. We are getting closer to a resolution with the outstanding concerns.
- **Update: Rotation Changes:** An update was given on the rotation changes that will begin on January 15, 2015. Rotation changes have been set up in Advanced Scheduler according to our pay period here at Clearview. Changing that pay period would involve a completely new restructure of staff and potentially would involve staff working more weekends. The goal would be to maintain our same pay period structure if pay dates would change.
- **Quality Assurance Report – Ann Schulz, Director of Nursing:** Ann Schulz, Director of Nursing, went over our Quality Assurance Report, discussing falls, bed/chair alarms, infection control, quarantines, influenza, wounds, anti-psychotic medication usage and medical waste.
- **Consideration of Request to Write Off Clearview Receivables:** There were no new write-offs to report in the 4th quarter of 2014.

- **Financial Report:**

MCHA

Revenue actual \$12,476,036; budgeted \$10,070,491

Expenses actual \$14,841,625; budgeted \$14,668,359

Individuals with Intellectual Disabilities

Revenue actual \$3,773,538; budgeted \$3,645,433

Expenses actual \$2,387,881; budgeted \$2,476,079

Community Group Home

Revenues actual \$330,531; budgeted \$323,511

Expenses actual \$280,489; budgeted \$291,333

Trailview

Revenues actual \$271,570; budgeted \$267,216

Expenses actual \$233,537; budgeted \$235,841

Northview Heights

Revenues actual \$509,762; budgeted \$360,101

Expenses actual \$569,312; budgeted \$506,394

Clearview Brain Injury Center

Revenues actual \$4,894,791; budgeted \$5,299,247

Expenses actual \$3,756,527; budgeted \$3,496,811

State Certified Unit (Clearview Behavioral Health Facility)

Revenues actual \$2,135,416; budgeted \$2,070,988

Expenses actual \$2,003,588; budgeted \$1,865,893

Overall

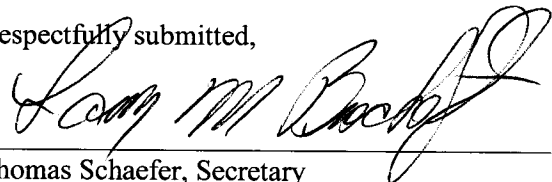
YTD Revenue actual \$24,391,643; budgeted \$22,036,986

YTD Expenses actual \$24,072,959; budget \$23,540,710

10. **NEXT MEETING DATE: Wednesday, January 28, 2015, at 8:15 a.m.,** in the **Chapel** on the first floor of Clearview, located at 198 County DF, Juneau, Wisconsin.
11. **ADJOURN:** There being no further business to come before the Committee, Motion by Fabisch to adjourn; seconded by Duchac. Meeting adjourned at 10:20 a.m.

Dated this 28th day of January, 2015.

Respectfully submitted,



Thomas Schaefer, Secretary